

# CAPITAL REPERTORY COMPANY

FOR MAUREEN



P.O. Box 2114  
69 Columbia Street  
Albany, New York 12220  
(518) 462-4531

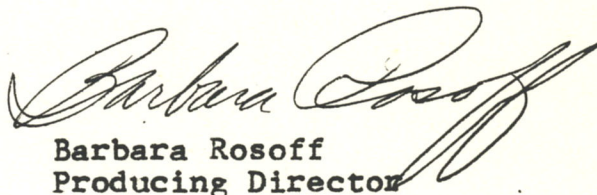
June 21, 1981

The attached financial and scheduling materials are for the use of Capital Repertory's Steering Committee, prospective members of the board of directors, and FEDAPT. They reflect a plan to stabilize the finances of the company while producing a four-play season in the Spring of 1982 in Albany. The company will continue to operate on an Actors Equity Association LORT D contract. The budget includes figures for full-time administration from September 1, 1981, through August 31, 1982, and production from February through May of 1982.

It is hoped that in the future Capital Rep will be able to present Fall and Spring 3-play seasons in the Capital District. We are also interested in summer activities including arts festival residencies and company workshop retreats.

We assume that in the next two to three seasons, we will make use of existing space in the Capital District. It is our long-range goal to find a suitable permanent home in a renovated space in the Capital District.

The company has a fine reputation for producing challenging work in bold new productions. Through a continuing commitment on the part of our 100-member company of actors, directors, writers, musicians, technicians, and administrators, we intend to maintain the high quality of our ensemble work. We believe that through developing new American plays and reviving works from the past and contemporary theater that speak to our times, we can begin to emerge as a major force in the American theater.

  
Barbara Rosoff  
Producing Director



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## Financial Statement - LTA, Inc./CAPITAL REP

<u>EXPENSES</u>	<u>LCT &amp; CAP REP</u> <u>4/1/80-3/31/81</u>	<u>CAPITAL REP</u> <u>9/30/80-3/31/81</u>	<u>CAPITAL REP</u> <u>PROJECTED</u> <u>9/1/81-8/31/82</u>
Administrative Salaries	\$ 21,050.00	\$ (19,389.45)	\$ 57,500.00
Administrative Fees	2,501.00		
Outside Sales	740.00		
Artistic Salaries	61,819.00	(37,908.00)	35,365.50
Artistic Fees		(12,987.00)	11,200.00
Technical Salaries		(8,797.00)	15,975.00
Technical Fees		(4,655.00)	2,000.00
AEA Benefits 14.5%	14,069.00	(6,343.75)	6,149.38
NYS Unemployment	6,050.00	(4,626.61)	12,269.01
& Disability 7%			
Outside Prof. (Legal)		-	2,000.00
Rental Space	5,240.00	(2,100.00)	3,500.00
Equipment Purchase		-	1,000.00
Travel & Transportation (Admin.-Artistic-Hauling)	6,754.00	(2,720.08)	3,265.00
Advt, Promo, PR (Subscription Campaign & Single Ticket)	19,783.00	(13,749.56)	39,575.00
Production Expenses (Purchases & Equip. Rental)	14,235.00	(10,800.00)	19,450.00
Royalties & Scripts	5,204.00	(4,753.85)	6,200.00
Maintenance	9,301.00	(4,500.00) est.	500.00
Utilities	2,354.00	(500.00) est.	360.00
Office Supplies (Postal, Copying)	4,111.00	(2,000.00) est.	4,250.00
Insurance	2,473.00	(1,200.00) est.	1,500.00
Phones	7,852.00	(5,715.60)	4,800.00
Concessions	4,797.00	(2,000.00)	2,000.00



	LCT & CAP REP 4/1/80-3/31/81	CAPITAL REP 9/30/80-3/31/81	CAPITAL REP PROJECTED 9/1/81-8/31/82
<u>EXPENSES (cont.)</u>			
Fund Raising & Audience PR	\$ 1,155.00	\$ (600.00) est.	\$ 2,800.00
Miscellaneous	<u>1,625.00</u>	<u>(800.00) est.</u>	<u>1,000.00</u>
<u>TOTAL EXPENSES</u>	217,552.00	(146,145.90)	232,658.89

INCOMEEarned

Single Tickets	49,178.00	(29,782.53)	80,000.00*
Subscription	11,810.00	(8,303.50)	26,000.00*
Performance Fees	2,823.00		5,000.00*
Concessions	3,823.00	(2,157.85)	3,000.00
Program Ads	<u>4,430.00</u>	<u>(2,520.00)</u>	<u>2,500.00</u>
TOTAL EARNED	72,064.00	(42,763.88)	116,500.00

Unearned\*\*

In-Kind			20,000.00***
Individual Contributions	41,453.00	(16,000.00)	50,658.00
Corporate Contributions	4,350.00	(3,000.00) est.	28,500.00
Foundations	2,800.00		4,000.00
NEA	5,000.00	(3,000.00)	5,000.00
CETA	1,242.00		
NYSCA	27,000.00	(15,000.00)	30,000.00
Loan	39,143.00	(32,728.00)	
Fund Raising Events	<u>4,084.00</u>		<u>15,000.00</u>
TOTAL UNEARNED	125,072.00	(69,728.00)	153,158.00
Surplus (Deficit)	(20,416.00)	(33,654.02)	36,999.11+

\* See Schedule A - Attendance &amp; Prices

\*\* See Schedule B - Fund Raising Breakdown

\*\*\* Includes \$10,000 Co-production from American Place Theatre

+ To be used for Debt Absolution

TOTAL CURRENT LIABILITIES

Company Fees & Reimbursements	\$ 3,969.62
Outstanding Withholding Taxes	15,482.04
Vendor Liabilities	<u>21,571.60</u>

<u>Total Current</u>	41,023.26
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Long-Term Non-Interest Loan	\$ 51,000.00
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June 21, 1981



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## LTA, INC.- SCHEDULE A - SCHEDULE, ATTENDANCE & PRICES

The attached budget reflects a four (4) play season opening at Page Hall, or other rent-free space, February 27, 1982, and closing May 16, 1982. Each play will have a preview on a Friday, open on Saturday, play a Sunday matinee, then run for 6 performances a week for 2 subsequent weeks. Each production runs fourteen (14) performances plus a preview, a reduction of 5 performances from 1980-81. This decision was made in order to maximize the size of houses and allow us to produce four plays in the same length of time as three plays last season, thus generating more income especially in subscription.

<u>AUDIENCE GROWTH</u>	<u>1980-81</u>	<u>1982</u>
Page Hall (550 Seats)	14% - 33%	45%

## EARNED INCOME BREAKDOWN

Single Tickets at average \$7.00

200Seats x 56 Performances x \$7.      \$ 78,400.

Low-Price Preview at \$4.00

100 Seats x 4 Performances x \$4.      1,600.

TOTAL      \$ 80,000.

Subscriptions at average \$26.00

1000 Subscriptions \*      \$ 26,000.

\*This is a 100% increase from last season,  
but is supported by major advertising.

Performance Fees:

4 Underwritten Matinees for  
students, seniors, or handicapped  
@ \$1250. each      \$ 5000.



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## FLOW CHART/TIME LINE FOR FUNDING NEEDS

<u>DUE DATE</u>	<u>AMOUNT NEEDED</u>	<u>PURPOSE</u>	<u>SOURCE</u>
July 1, 1981	\$ 2000.	Seed - Admin.	Company
October 1, 1981	24000.	1/4 Admin. Budget Subscription Benefit P.R.	Company & Local Fund-raising
November 1, 1981	14000.	Subscription Benefit	Corporate & Private
January 1, 1982	28000.	1/4 Admin. Budget 1/3 PR	Benefit, Subscription, Donation
February 1, 1982	53600.	1/3 Prod. 1/3 PR 1/4 Debt	Subscription, NYSCA, Founda- tions
March 15, 1982	45600.	1/3 Prod. 1/4 Debt	Box Office, Subscription, Donation
April 1, 1982	62600.	1/3 Prod. 1/3 PR 1/4 Admin.	Box Office, Donations
June 1, 1982	40000.	1/4 Admin. 1/2 Debt	Box Office, Concession, Donation
GRAND TOTAL		\$269,800.	

**Note:** This reflects expenses for full year administration, and 18 Week production period. By May 1, 1982, we should have an additional \$10,000. to put out a brochure for a fall season.



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## LTA, Inc. - SCHEDULE B - FUND-RAISING BREAKDOWN

INDIVIDUAL MEMBER CONTRIBUTIONS @ \$25. \$ 1250.

COMPANY NON-ALBANY FUND - RAISING 3000.

### CORPORATE

MOBIL OIL 3500.

Non-Local Corporations 5000. - where else?

Banking Consortium (with assistance of Mr. Lindstrom) 10000.

Other Capital District Corporate (with Board assistance) 10000.

### FOUNDATIONS

Mohawk - Hudson Community Foundation 2000.

Other small local foundations 2000.

*major foundations (Heart)*

### IN-KIND GOODS & SERVICES

One-half Pre-production Costs from American Place Theater for a new play 10000.

Other (including Xerox, Office Rental, Legal Fees, Printing, Lumber, Paint, and/or Hardware) 10000.

### FUND-RAISING EVENTS

Fall Benefit with Name Talent - 400 People @ \$35. each 14000.

Other (Cocktail Parties, Raffles, Auctions, etc.) 1000.

PRIVATE DONATIONS 46408.